



# Village Board Meeting Minutes

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**DATE:** Tuesday, December 6, 2016  
**LOCATION:** Sherman Village Hall, 401 St. John Drive, Sherman, Illinois 62684  
**TIME:** 6:00 p.m.  
**TYPE:** Regular Meeting of the Sherman Village Board of Trustees

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## **VILLAGE BOARD IN ATTENDANCE**

Bret Hahn, Trustee; Brian Long, Trustee; Kevin Schultz, Trustee; Krista Sherrock, Trustee; Jay Timm, Trustee; Nancy Zibutis, Trustee and Trevor J. Clatfelter, President.

## **OFFICIALS IN ATTENDANCE**

Mike Moos, Deputy Village Administrator & EMA Director and Craig Bangert, Chief of Police.

## **PUBLIC IN ATTENDANCE**

Byron Painter, Randy Burge, Mindy Dexheimer, Larry Stone, Ryan Keith and Keith Bull.

## **OPENING**

President Trevor J. Clatfelter

1. Clerk – Mr. Moos conducted a Roll Call of Village Board members. President Clatfelter indicated a quorum is present.
2. Pledge of Allegiance was led by Mr. Larry Stone.
3. Set Agenda – President Clatfelter asked if there are items to add to the agenda. No items brought forward so the President asked for a motion to set the agenda. *Motion was made by Trustee Zibutis to Set the Agenda, seconded by Trustee Long, voice vote with no Nays. Motion Passed.* President Clatfelter indicated he will try to move the agenda along in an expedited manner so folks could attend the school gym dedication ceremony to Mr. Root.

## **CLERK'S REPORT**

1. Presentation of November 15, 2016 Meeting Minutes for Approval. *Motion to Approve made by Trustee Hahn, seconded by Trustee Timm, all voted in favor. Motion Passed.*
2. Presentation of Bills for Approval. Treasurer Stuenkel highlighted some of the bills that were agreed and planned for. President Clatfelter indicated he would entertain a Motion to Approve the Bills for Payment. *Motion made by Trustee Schultz, seconded by Trustee Zibutis, all voted in favor. Motion Passed.*

## **TREASURER'S REPORT**

Treasurer Stuenkel provided a summary report of accounts and balances. He highlighted that two areas have exceeded what was budgeted for them. Those two categories being public works repairs and engineering. *Seeing no further discussion, the Chair asked for a Motion to Approve the Treasurers Report. Trustee Long made the motion, seconded by Trustee Timm. Roll call vote with the Ayes having it. Motion Passed.*

## **ENGINEERING REPORT**

Approval of Phase I, Pay Request #10. This item was tabled at the request of the engineer.

## **LEGAL REPORT**

No report for Legal.

## **ZONING OFFICER REPORT**

Mr. Keith Bull, Chairman; made a presentation of the recommendation of the Zoning Board of Appeals following a Public Hearing conducted on Tuesday, December 6, 2016 at 5:30pm, on petition submitted by Zinn Construction, LLC for a front yard setback variance from 30 feet to 25 feet for the address commonly known as 415 S. 1<sup>st</sup> Street in Sherman, IL 62684, further identified as Lot 13 in Quail Pointe Subdivision. This item is also listed on the Presidents Report under item #3. Mr. Bull indicated that all questions were answered by the Petitioner and there was no public comment of objection. The Zoning Board voted in favor of recommending approval of the Petitioners Variance request. *Motion was made by Trustee Zibutis to accept the recommendation and approve the variance request, seconded by Trustee Hahn, roll call vote with All voting in favor. Motion Passed.*

## **VILLAGE ADMINISTRATOR / ECONOMIC DEVELOPMENT COORDINATOR REPORT**

President Clatfelter indicated there is nothing to report.

## **PRESIDENT'S REPORT**

1. Presentation by representatives of the Independent Auditing Firm Sikich, on the Financial Statement and Independent Auditor's Report for the Year Ended April 30, 2016 (FY16 Annual Audit). *Item Tabled.* President Clatfelter indicated that he had Sikich notified to reschedule for the December 20<sup>th</sup> meeting because of the need to shorten the agenda so people could attend the Dave Root dedication.
2. Action on Sherman Fire Protection District request as stated in their letter of September 22, 2016. President Clatfelter read the letter from the fire district and indicated that the Village had already assisted with half of the request. President Clatfelter indicated that he would like us to fulfill the request. Fire District President Burge was present to answer any questions. *Motion by Trustee Hahn to approve the monies requested in the letter, seconded by Trustee Schultz. No further discussion. Roll call vote with all voting in favor. Motion Passed.*
3. Action on of the recommendation of the Zoning Board of Appeals following a Public Hearing conducted on Tuesday, December 6, 2016 at 5:30pm, on petition submitted by Zinn Construction, LLC for a front yard setback variance from 30 feet to 25 feet for the address commonly known as 415 S. 1<sup>st</sup> Street in Sherman, IL 62684, further identified as Lot 13 in Quail Pointe Subdivision. *This item was addressed during the Zoning Report.*
4. An Ordinance Levying and Assessing Taxes for Corporate Purposes of the Village of Sherman, Illinois for the Fiscal Year Commencing May 1, 2016 and Ending April 30, 2017. President Clatfelter indicated this is done on an annual basis. The estimate has been available for public review for the last couple of meetings. The General Funds Levy was set at \$64,086.00. *Motion by Trustee Zibutis to Approve the Levy Ordinance as Presented, seconded by Trustee Sherrock. Roll call vote with all voting Aye. Motion Passed.*

5. A Resolution declaring Surplus from the Special Tax Allocation Fund of the Village's Original Tax Increment Redevelopment Project Area. President Clatfelter indicated this needs to be done on an annual basis. *Motion by Trustee Long to Approve the Resolution as presented, seconded by Trustee Schultz. Roll call vote with all voting Aye. Motion Passed.*
6. A Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code (MFT). President Clatfelter indicated this document is the same as what was done last year. The needs to be done on an annual basis. Appropriation amount is \$131,000. *Motion by Trustee Zibutis to Approve the Levy Ordinance as Presented, seconded by Trustee Sherrock. Roll call vote with all voting Aye. Motion Passed.*
7. Publish dates for the 2017 Regularly Scheduled Meetings of the Sherman Village Board. President Clatfelter indicated this is done every year and published then on the website. The calendar follows our standard schedule of the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6pm meeting. Adjustments can be made, with due notice. *Motion by Trustee Sherrock to Approve the 2017 Calendar as Presented and Publish, seconded by Trustee Hahn. Roll call vote with all voting Aye. Motion Passed.*
8. One time merit stipend for dedicated service and job well done in 2016 for current employees. This was done last year. This would cover all full-time employees and Mr. Moos included due to the amount of time he is putting in to cover clerk duties. *Motion by Trustee Hahn to Approve the One-Time Merit Stipend of \$250, seconded by Trustee Timm. No further discussion. Roll call vote with all voting in favor. President Clatfelter at this point also cast a vote in support.*
9. Christmas Tree Pick-up Dates. President Clatfelter announced that the tree pickup program will start right after Christmas and we will announce, at a future meeting, when the program is curtailed.

#### **COMMITTEE / DEPARTMENT REPORTS**

1. Building Permit Update. Trustee Zibutis had indicated nothing to report.
2. Children's Christmas Party - Trustee Sherrock reported the party will be held during the hours of 9:00 to 11:00. Santa will arrival at 9:30. List of final sponsors will be published. We received enough donations to fund most of the party.
3. Trustee Long, as well as the rest of the Board, complemented Public Works for the lights decorations that have been hung throughout the Village.

#### **SHERMAN POLICE DEPARTMENT REPORT**

Chief Bangert indicated nothing new to report.

#### **EMERGENCY MANAGEMENT AGENCY REPORT**

Director Moos indicated nothing new to report.

#### **DEPARTMENT OF PUBLIC WORKS REPORT**

Nothing new to report.

#### **NEW BUSINESS**

No new business to report.

**OLD BUSINESS**

No old business to report.

**CIVIC ORGANIZATION**

Sherman Fire Protection District request was covered in item #2 of the Presidents Report.

**PUBLIC COMMENT**

President Clatfelter provided guidance on the public comment protocol. Mrs. Mindy Dexheimer presented to the Village Board a concern about the burning of leaves in the Village. Mrs. Dexheimer highlighted the progress and progressiveness of the Village and discussed as a parent, as a runner and as a resident the health concerns of still permitting the burning of leaves. She inquired what type of petition and numbers are needed for the Board to reconsider the burning of leaves. President Clatfelter provided an historical recount of how this controversial issue was addressed in the history of the Village. He also discussed how the present ordinance was developed in Williamsville and then customized to meet the needs in Sherman. Finally, President Clatfelter indicated that no specific form is required, to be careful on your petition wording and that all the subdivisions of the Village should be covered. The Board will always review any petitions on pertinent issues from its residents.

**EXECUTIVE SESSION**

No Executive Session.

**ADJOURNMENT**

President Clatfelter indicted he would entertain a motion to adjourn. Motion to Adjourn was made by Trustee Zibutis, seconded by Trustee Timm. Voice vote with Ayes only. Motion Passed. Meeting adjourned at 6:45pm.

Respectively Submitted by:

Michael P. Moos, Deputy Village Administrator